



County of Los Angeles  
**CHIEF ADMINISTRATIVE OFFICE**

713 KENNETH HAHN HALL OF ADMINISTRATION • LOS ANGELES, CALIFORNIA 90012  
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DAVID E. JANSSEN  
Chief Administrative Officer

Board of Supervisors  
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Second District

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Fifth District

January 18, 2005

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**SHERIFF'S DEPARTMENT  
AMENDMENT 1 TO LEASE NO. 72114 AND OPTION TO RENEW FOR FIVE YEARS  
3055 WILSHIRE BOULEVARD, LOS ANGELES  
(SECOND DISTRICT) (3 VOTES)**

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Approve and instruct the Chairman to sign the attached Amendment No. 1 and exercise the County's option to extend Lease No. 72114 with 3055 Wilshire, LLC for an additional five-year term. The lease is for 7,755 rentable square feet of office space and thirty two (32) structured parking spaces at 3055 Wilshire Boulevard, Los Angeles at an annual rental rate of \$125,631.
2. Find that this lease is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Class 1, Section r, of the Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987 and Section 15601 (b) (3) of the State CEQA Guidelines.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Since 2000, the County has leased the office space at 3055 Wilshire Boulevard, Los Angeles as office/interview/counseling space for the Sheriff's Employee Support Services Bureau (ESSB). The location is centrally located with excellent access to public transportation, freeway access and is mid-point between the MTA Red Line Vermont/Wilshire and West Lake/Alvarado. The lease provides adequate parking for staff and Sheriff's staff utilizing ESSB services.

ESSB's mission is to ensure the well-being of departmental employees by providing support during times of personal and/or job-related stress, thereby allowing employees to perform their duties more effectively. ESSB provides direct service and is made up of three separate programs: (1) Counseling and Consulting Services, (2) Organizational Consultant Program and (3) Addiction Recovery/Peer Support Program. Some of the services provided include 24-hour crisis intervention, on-site management consultation at various field and administrative locations and program assessment for unit problems. Approval of Amendment No. 1 and Option to Renew will allow the Sheriff/ESSB to provide on-going program services to the department without interruption.

### **IMPLEMENTATION OF STRATEGIC PLAN GOALS**

The Countywide Strategic Plan directs that we create a positive workforce environment in order to enhance quality and productivity (Goal 2, Strategy 2). In this case we are providing a program to enhance employee well-being and related productivity which improves the retention of dedicated and productive employees.

### **FISCAL IMPACT/FINANCING**

The annual cost of this lease renewal option will be \$125,631, or a monthly rent of \$10,469 (\$1.35 per rentable square foot).

<b>3055 Wilshire Bl.</b>	<b>Current Lease</b>	<b>Renewal</b>	<b>Change</b>
Area	7,755 sq. ft.	7,755 sq. ft.	None
Term	2/1/2000-1/31/2005	2/1/2005-1/31/2010	+ 5 years
Annual Base Rent	\$121,076	\$125,631	+\$4,555 (3.7%)
Cancellation	County may cancel at or anytime after 40 <sup>th</sup> month with 90 days notice.	County may cancel at or anytime after 24 <sup>th</sup> month with 90 days notice.	Cancellation after second year
Tenant Improvements	\$368,975 amortized at 9% for five years; \$91,831 annually	None. Original TI paid in full	Annual payment reduced by \$91,831

Sufficient funding for the proposed lease renewal is included in the 2004-05 Rent Expense Budget and will be charged back to the Sheriff Department's operating budget.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The proposed lease renewal provides 7,755 square feet office space for 34 budgeted employees. The lease contains the following provisions:

- This is a full-service lease. Lessor pays all expenses.
- The lease provides the County an option to renew for five years at 95 percent of the current fair market rental rate, with all other terms and conditions the same. There are no additional options to renew.
- The County has the right to cancel at or anytime after the 24<sup>th</sup> month, by giving 90 days prior written notice.
- The monthly rent is subject to an annual Consumer Price Index adjustment of not less than two percent nor more than four percent.

### **NEGATIVE DECLARATION/ENVIRONMENTAL IMPACT REPORT:**

This project is categorically exempt from CEQA pursuant to Class 1, Section r, of the Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987, and Section 15601 (b) (3) of the State CEQA Guidelines.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**


It is the finding of the Chief Administrative Office (CAO) that the proposed amendment and option to renew is in the best interest of the County and will continue to provide the necessary space for this County requirement. In accordance with your Board's policy on the housing of any County offices or activities, the Sheriff's Director of Facilities Planning Bureau concurs with this recommendation.

The Honorable Board of Supervisors  
January 18, 2005  
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**CONCLUSION**

It is requested that the Executive Officer, Board of Supervisors, return two originals of the executed Amendment No. 1 to Lease No. 72114 and the adopted, stamped Board letter, and two certified copies of the Minute Order to the CAO, Real Estate Division at 222 South Hill Street, Fourth Floor, Los Angeles, CA 90012 for further processing.

Respectfully submitted,



DAVID E. JANSSEN  
Chief Administrative Officer

DEJ:CWW  
CEM:JWP:hd

Attachments (3)

c: County Counsel  
Sheriff Department

SHERIFF'S DEPARTMENT  
3055 WILSHIRE BOULEVARD, LOS ANGELES  
Asset Management Principles Compliance Form<sup>1</sup>

<b>1. Occupancy</b>		<b>Yes</b>	<b>No</b>	<b>N/A</b>
A	Does lease consolidate administrative functions? <sup>2</sup>			X
B	Does lease co-locate with other functions to better serve clients? <sup>2</sup> <b>ESSB must be stand alone program due to confidentiality requirements.</b>		X	
C	Does this lease centralize business support functions? <sup>2</sup>			X
D	Does this lease meet the guideline of 200 sf of space per person? <sup>2</sup> <b>Above standard tenant improvements were required to maintain confidentiality for the Sheriff Department staff who are the clients. There are few common areas within the office.</b>		X	
<b>2. Capital</b>				
A	Should program be in leased space to maximize State/Federal funding?		X	
B	If not, is this a long term County program?	X		
C	Is it a net County cost (NCC) program?	X		
D	If yes to 2 B or C; capital lease or operating lease with an option?		X	
E	If no, are there any suitable County-owned facilities available?		X	
F	If yes, why is lease being recommended over occupancy in County- owned space?			X
G	Is Building Description Report attached as Attachment B?	X		
H	Was build-to-suit or capital project considered?		X	
<b>3. Portfolio Management</b>				
A	Did department utilize CAO Space Request Evaluation (SRE)?	X		
B	Was the space need justified?	X		
C	If a renewal lease, was co-location with other County departments considered?			X
D	Why was this program not co-located?			
	1. <b>X The program clientele requires a stand alone facility. This is a specialized space requirement. It is necessary for ESSB offices to be apart from all other Sheriff's Department facilities for confidentiality reasons.</b>			
	2. ___ No suitable County occupied properties in project area.			
	3. ___ No County-owned facilities available for the project.			
	4. ___ Could not get City clearance or approval.			
	5. ___ The Program is being co-located.			
E	Is lease a full service lease?	X		
F	Has growth projection been considered in space request	X		
G	Has Dept. of Public Works completed seismic review/approval.	X		

<sup>1</sup>As approved by the Board of Supervisors 11/17/98

<sup>2</sup>If not, why not?

## Attachment B

## 3-Mile radius of 3055 Wilshire Boulevard, Los Angeles

LACO	FACILITY NAME	ADDRESS	SQ FT GROSS	SQ FT NET		SQ FT AVAIL
B393	HOLLYWOOD COURTHOUSE	5925 HOLLYWOOD BLVD, HOLLYWOOD 90028	61,571	22,544	FINANCED	NONE
5461	DHS-HOLLYWOOD/WILSHIRE PUBLIC HEALTH CENTER	5205 MELROSE AVE, LOS ANGELES 90038	27,578	14,811	OWNED	NONE
5805	MENTAL HEALTH COURTHOUSE	1150 N SAN FERNANDO RD, LOS ANGELES 90065	28,523	16,817	OWNED	NONE
C760	DPSS-EAST L A GROW EMPLOYMENT SERVICES CENTER	2200 N HUMBOLDT ST, LOS ANGELES 90031	23,655	17,554	LEASED	NONE
A424	DPSS-EQUITABLE PLAZA BUILDING	3435 WILSHIRE BLVD, LOS ANGELES 90010	65,872	62,578	LEASED	NONE
A532	HEALTH-WILSHIRE METROPLEX BUILDING	3530 WILSHIRE BLVD, LOS ANGELES 90010	33,521	30,169	LEASED	NONE
			62,901	56,611		NONE
			12,715	11,444		NONE
A425	DCFS-DEPARTMENTAL HEADQUARTERS BUILDING	425 SHATTO PL, LOS ANGELES 90020	80,756	76,065	LEASED	NONE
A369	DCFS-PROCUREMENT AND SPECIAL SERVICES OFFICE	501 SHATTO PL, LOS ANGELES 90020	17,751	15,976	LEASED	NONE
A408	DCFS-THE U S BORAX BUILDING	3075 WILSHIRE BLVD, LOS ANGELES 90010	132,488	105,568	LEASED	NONE
X532	DCSS-LE SAGE COMPLEX 1 STORY BUILDING	532 S VERMONT AVE, LOS ANGELES 90020	14,126	10,314	OWNED	NONE
X317	DCSS-LE SAGE COMPLEX 4 STORY BUILDING	3175 W 6TH ST, LOS ANGELES 90020	52,230	42,341	OWNED	NONE
A413	HUMAN RESOURCES-WILSHIRE SQUARE TWO BUILDING	3333 WILSHIRE BLVD, LOS ANGELES 90010-4109	10,234	9,033	LEASED	NONE
			21,945	19,750		NONE
			12,625	11,144		NONE
			31,500	25,511		NONE
A160	MENTAL HEALTH-HEADQUARTERS OFFICE ANNEX	3160 W 6TH ST, LOS ANGELES 90020	60,800	28,372	LEASED	NONE
X550	MENTAL HEALTH-LE SAGE COMPLEX TOWER	550 S VERMONT AVE, LOS ANGELES 90020-1991	171,651	149,668	OWNED	NONE
X510	PARKS & REC-LE SAGE COMPLEX 2 STORY BUILDING	510 S VERMONT AVE, LOS ANGELES 90020	31,540	24,840	OWNED	NONE
Y193	PARKS & RECREATION-HEADQUARTERS BUILDING	433 S VERMONT AVE, LOS ANGELES 90020	31,862	21,777	OWNED	NONE
A336	SHERIFF-WILSHIRE CENTRE BUILDING	3055 WILSHIRE BLVD, LOS ANGELES 90010	7,755	7,115	LEASED	NONE
B695	HEALTH-IMMUNIZATION PRGM/ENVIRONMENTAL HEALTH	695 S VERMONT AVE, LOS ANGELES 90010	14,274	12,847	LEASED	NONE
C660	DPSS-GAIN PROGRAM REG IV/ MEDI-CAL OUTSTATION	2910 W BEVERLY BLVD, LOS ANGELES 90057	120,327	33,635	LEASED	NONE
A600	CENTRAL CIVIL WEST COURTHOUSE	600 S COMMONWEALTH AVE, LOS ANGELES 90005	124,914	80,683	LEASED	NONE
			18,322	17,589		NONE
			53,180	46,201		NONE
			7,603	7,223		NONE
			4,780	4,541		NONE
A360	DPSS-METRO NORTH AP/ CALWORKS DISTRICT OFFICE	2601 WILSHIRE BLVD, LOS ANGELES 90057	62,000	60,140	LEASED	NONE
B922	DPSS-WILSHIRE SPECIAL DISTRICT OFFICE	2415 W 6TH ST, LOS ANGELES 90057	46,228	42,065	LEASED	NONE
5353	DPSS-METRO SPECIAL DISTRICT OFFICE	2707 S GRAND AVE, LOS ANGELES 90007	115,242	89,650	OWNED	NONE
6518	THE ADAMS & GRAND BUILDING	2615 S GRAND AVE, LOS ANGELES 90007	215,439	183,874	OWNED	NONE
A388	ALT PUBLIC DEF-WILSHIRE-BIXEL BUILDING	1055 WILSHIRE BLVD, LOS ANGELES 90017	6,500	6,175	LEASED	NONE
5266	METROPOLITAN COURTHOUSE	1945 S HILL ST, LOS ANGELES 90007	303,434	125,469	FINANCED	NONE
5546	DHS-CENTRAL PUBLIC HEALTH CENTER	241 N FIGUEROA ST, LOS ANGELES 90012	60,924	34,748	OWNED	NONE
A159	DISTRICT ATTORNEY-FIGUEROA PLAZA	201 N FIGUEROA ST, LOS ANGELES 90012	83,164	79,006	LEASED	NONE
5456	HEALTH SERVICES ADMINISTRATION BUILDING	313 N FIGUEROA ST, LOS ANGELES 90012	221,359	134,851	OWNED	NONE
0181	KENNETH HAHN HALL OF ADMINISTRATION	500 W TEMPLE ST, LOS ANGELES 90012-2713	958,090	591,457	FINANCED	NONE
X015	LOS ANGELES COUNTY LAW LIBRARY	301 W 1ST ST, LOS ANGELES 90012	215,960	126,000	CONTRACT	126000
0155	STANLEY MOSK COURTHOUSE	111 N HILL ST, LOS ANGELES 90012	794,459	441,761	OWNED	NONE
3155	THE MUSIC CENTER-DE LISA BUILDING/ THE ANNEX	301 N GRAND AVE, LOS ANGELES 90012	27,582	17,978	OWNED	NONE
A429	CAO-REAL ESTATE DIVISION/ SERVICE INTEGRATION	222 S HILL ST, LOS ANGELES 90012-3503	29,013	26,082	LEASED	NONE
A496	PUBLIC DEFENDER-L.A. LAW CENTER BUILDING	207 S BROADWAY, LOS ANGELES 90012	7,100	6,750	LEASED	NONE
3154	CLARA SHORTRIDGE FOLTZ CRIMINAL JUSTICE CENTR	210 W TEMPLE ST, LOS ANGELES 90012	1,036,283	399,535	FINANCED	NONE
0156	HALL OF RECORDS	320 W TEMPLE ST, LOS ANGELES 90012	438,095	258,677	OWNED	NONE
Y013	DPSS-CIVIC CENTER DISTRICT/GROW CENTER OFFICE	813 E 4TH PL, LOS ANGELES 90013	39,956	25,158	OWNED	NONE
5979	CENTRAL ARRAIGNMENT COURTHOUSE	429 BAUCHET ST, LOS ANGELES 90012	83,692	30,638	FINANCED	NONE
C863	MED CTR-PATIENT FINANCIAL SERVICES OFFICE	1910 N MAIN ST, LOS ANGELES 90031	13,300	8,919	LEASED	NONE

AMENDMENT NO. 1 TO LEASE NO. 72114  
SHERIFF'S DEPARTMENT  
3055 WILSHIRE BLVD., #200, LOS ANGELES

This Amendment No. 1 to Lease No. 72114 is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2005, by and between 3055 WILSHIRE, LLC, a California corporation, hereinafter referred to as "Lessor," and the COUNTY OF LOS ANGELES, a body politic and corporate, hereinafter referred to as "Lessee."

**RECITAL**

Lessor and Lessee are parties to that certain Lease Agreement known as Lease No. 72114 dated May 11, 1999, for approximately 7,755 rentable square feet of office space located at 3055 Wilshire Blvd., #200, Los Angeles, CA for an original term of five (5) years. Lessor and Lessee desire to exercise Option to Renew and to amend Lease No. 72114 as set forth below.

**NOW THEREFORE**, in consideration of the foregoing Recital which is hereby deemed a contractual part hereof and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged and the rents, covenants and agreements herein contained, and intended to be legally bound, Lessor and Lessee hereby covenant and agree as follows:

1. Lessee hereby exercises Option to Renew to extend the term of the Lease on the terms and conditions regarding the Option set forth in Paragraph 2 of Lease No. 72114. In compliance with Paragraph 2B of Lease No. 72114, Lessee is enclosing evidence of the final approval by Los Angeles County Board of Supervisors of the exercise of Lessee's Option.
2. Paragraph 3. RENT shall be hereby amended by deleting the first sentence and inserting the following: "The Lessee hereby agrees to pay as rent for said demised Premises during the term the sum of Ten Thousand, Four Hundred Sixty Nine Dollars and 25/100 (\$10,469.25) per month, i.e., \$1.35 per rentable square foot per month, payable in advance by Auditor's General Warrant, and subject to Paragraph 19. RENTAL ADJUSTMENT."
3. Paragraph 5. CANCELLATION shall be hereby amended by deleting the first sentence and inserting the following: "Lessee shall have the right to cancel this Lease at or any time after the twenty-fourth (24<sup>th</sup>) month of the option period by giving Lessor not less than ninety (90) days prior written notice."

4. Paragraph 15. NOTICES, Any notice and the envelope containing the same shall be addressed to the Lessor as follows:

Jamison Properties, Inc.  
3055 Wilshire Boulevard, Suite 900  
Los Angeles, CA 90010

With a copy to:

Jamison Properties, Inc.  
Attn: Jason Cha  
3530 Wilshire Boulevard, Suite 600  
Los Angeles, CA 90010

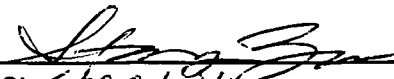
All other terms and conditions of Lease No. 72114 including the aforementioned Paragraphs shall remain the same.



IN WITNESS WHEREOF, the Lessor has executed this Amendment No. 1 to Lease No. 72114 or caused it to be duly executed, and the County of Los Angeles by order of its Board of Supervisors, has caused this Lease to be executed on its behalf by the Chair of said Board and attested by the Clerk thereof the day, month, and year first above written.

LESSOR

3055 WILSHIRE, LLC

By:   
Name: Stacy Yu  
Title: Property Manager

ATTEST:

VIOLET VARONA-LUKENS  
Executive Officer-Clerk  
of the Board of Supervisors

LESSEE:

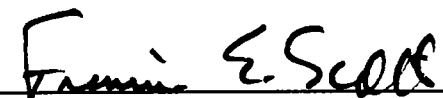
COUNTY OF LOS ANGELES

By \_\_\_\_\_  
Deputy

By \_\_\_\_\_  
Chair, Board of Supervisors

APPROVED AS TO FORM:

OFFICE OF THE COUNTY COUNSEL

By:   
Principal Deputy: Francis E. Scott

(sdla3055wilshire.amd1)  
(12/28/04)